

**Custer County Library Board  
Minutes**

**February 21, 2018**

**Custer County Library**

*The Custer County Library Board of Trustees met at 1:00 p.m. on Wednesday, February 21<sup>st</sup> in the Library Conference Room. Members in attendance were Renee' Starr, Jim Laverick, and Marcy Swanda, with Seyward Rittberger presiding and Doris Ann Mertz recording minutes.*

**AGENDA CHANGES/CORRECTIONS** "Website Mock-up" was added to New Business.

**MINUTES**

- ❖ **January 17<sup>th</sup> Board Minutes:** Marcy moved to accept the minutes as presented. Jim seconded the motion. The motion carried.

**TREASURER REPORT:** Renee' moved to approve the treasurer's report. Jim seconded the motion. The motion carried.

- ❖ **GENERAL CHECKING :** \$24,686.99 Balance as of 01/31/18
- ❖ **COUNTY SPREAD SHEET:** Balance \$187,48.55; Expended 7.47%

**LIBRARIAN REPORT:** Trustees received a hard-copy of the Librarian Report for February discussing the topics below and including the Library statistics for January. The Report is attached to and is part of this month's Minutes.

- ❖ **Foundation**
- ❖ **YMCA**
- ❖ **Website Progress**
- ❖ **Senior Projects**
- ❖ **Legislative Day**
- ❖ **Hasselstrom/Mills Program & Book Signings**

**UNFINISHED BUSINESS:**

- ❖ **Library sign for Highway 79 in Hermosa**  
*Doris Ann contacted SD DOT employee Rich Zacher regarding the possibility of adding a blue library sign along highway 79 near Main Street in Hermosa. Rich explained that an additional sign could not be added because the state had guidelines regarding "sign clutter." The sign would conflict with these guidelines since there was already a sign on Main Street across from the library. Seyward wondered if there was a possibility to add the sign north of Flying J where there were not so many signs, so people traveling Southbound on Highway 79 would notice it.*
- ❖ **Copier/Printer and Printer Replacement – No change.**

**NEW BUSINESS:**

- ❖ **SD Public Library Survey – Annual Report**  
*Doris Ann reviewed the 2017 Annual Report with the board in accordance with SD Codified Law 14-2-40(6). She also reviewed the cover letter, "Top Reasons to Support Your Library" promotion flyer, and "Library Value Calculator" that she will be submitting to the Commission along with the annual report. Jim moved to approve the report and forward to the County Commission. Renee' seconded the motion. The motion carried.*
- ❖ **Website Mock-up**

*The trustees reviewed the proposed mock-up of the website provided by Mile-Up Marketing. They liked the layout of the website, the colors, and the information that would be provided. Renee' made a motion to approve the mock-up. Marcy seconded the motion. The motion carried.*

**ANNOUNCEMENTS:**

- ❖ Book Chat – February 22<sup>nd</sup> at 4:30 p.m.
- ❖ Peppermint Foot Scrub Make-n-Take – February 23<sup>rd</sup> at 4:00 p.m.
- ❖ AARP Tax Preparation on Mondays
- ❖ Stress Management Class (Senior Project) – March 2<sup>nd</sup> at 3:00 p.m. at Senior Center
- ❖ Jump Start (Summer Reading) Training – March 7<sup>th</sup> from 10:00 a.m. to 3:00 p.m.

**ADJOURNMENT:** *The meeting was adjourned at 2:05 p.m.*

**NEXT MEETING:** *March 14<sup>th</sup> at 1:00 p.m.*



Doris Ann Mertz  
Secretary/Treasurer

## Librarian Report – February, 2018

**Foundation Update:** The Foundation held its Annual Meeting on January 24<sup>th</sup>. A copy of the (as yet unapproved) minutes of that meeting are attached. Laura Burns was selected to serve on the Foundation in the position vacated by Mark Hogg. Kay Walsh indicated she planned to resign from the Council and has since submitted her resignation. The donor tree has been shipped by W&E Baum.

**YMCA:** Erica Van Horn previously served as the half-day preschool teacher and Kid Stop Coordinator, but has since been promoted to Director of the YMCA Childcare. She was a wonderful teacher and we partnered for many programs. Her replacement is being trained. They will resume their biweekly field trips to the library once the new teacher is comfortable in the position.

**Website Progress:** We have completed Phase 1 which involved the initial consultation, research, planning of the new site and development of the site map, and we have paid the project retainer of \$1,000 that was due. They are now in the process of developing the “Mock-ups,” so we can get an idea of how the home page and internal pages will look.

**Senior Projects:** Mrs. Smolnisky, a high school English teacher and leader of Senior Projects, brought the majority of her class to the library on January 24<sup>th</sup> for a program on how to use the library’s physical sources, electronic sources, and interlibrary loans. On January 29<sup>th</sup>, we did the program again for the four Seniors who had been traveling to the State One Act competition during the first program. We created a generic organization library card for the High School so that those students who don’t have/can’t arrange to get a library card can still borrow books from the library. Mrs. Smolnisky and I will work out the logistics.

**Legislative Day:** Library Legislative Day took place in the Captitol Rotunda on February 13<sup>th</sup>. All of the District 30 legislators dropped by for lunch, and I had a chance to speak to them. The Accreditation ceremony was also held in the Rotunda later that afternoon. Twelve libraries were recognized as either being accredited for the first time or achieving renewal at one of the three accreditation levels. Custer County Library achieved renewal at the Exemplary Level. (The first two levels are Essential and Enhanced.)

**Hasselstrom/Mills Program and Book Signings:** The turnout for the “Musings from Metro Hermosa” program and books signing with Linda Hasselstrom and Rick Mills was a little disappointing at the Custer branch. We held the program on Saturday, February 10<sup>th</sup> at 2:00 p.m. and had 13 attendees. The program was also held at the Hermosa branch on Friday, February 16<sup>th</sup> at 4:00 p.m. They had a much better turnout – 21 attendees!